

DEPARTMENT OF THE ARMY
79th Ordnance Battalion (EOD)
52d Ordnance Group (EOD)
Fort Sam Houston, Texas 78234-5056

AFOD-B (100)

11 July 2001

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Supplement to OI 350-4, Army Readiness Training and Evaluation Program

1. PURPOSE. Supplement policies and procedures contained in 52d Ordnance Group OI 350-4, Army Readiness Training and Evaluation Program.
2. SCOPE. This supplement is directive in nature and is applicable to all personnel assigned or attached for duty with the 79th Ordnance Battalion (EOD) and its subordinate units.
3. Paragraph 2, add the following sentences: Army Readiness Training and Evaluation Programs (ARTEPs) are utilized by the commander, 79th Ordnance Battalion (EOD), to determine the extent of a unit's readiness posture and abilities to perform assigned missions within a tactical and possibly hostile environment. All units subordinate to the 79th Ordnance Battalion (EOD) will undergo an ARTEP every 15 - 20 months. Units must complete each task given during the ARTEP in order to receive a rating for that task. Operations conducted during an ARTEP will be IAW Army doctrine, OI, LOI, and SOP instruction published by the 52d Ordnance Group (EOD) and the 79th Ordnance Battalion (EOD).
4. Add subparagraph 3b(3): Will publish Warning Order no later than (NLT) 60 days, operations order (OPORDER) NLT 30 days and deployment message traffic NLT 20 days prior to unit ARTEP.
5. Add sub paragraph 3b(4): Provide unit(s) an operations in-brief upon arrival at the ARTEP location, to include current intelligence summaries (INTSUM), current operations data, SOIs extracts, and attachment orders.
6. Add subparagraph 3c(1): Provide the following to the 79th Ordnance Battalion NLT 30 days prior to the start of their ARTEP: request for issue/turn in of ammunition (DA Form 581) to

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include blanks for use during the ARTEP; a route of march for their unit convoy to include rest stops, layover locations and standby maintenance support activities with points of contact and telephone numbers; shortage list of MTOE equipment; MTOE equipment requested to be left at home station; personnel manifest and requisitions for filler personnel. Units will bring and use the ANDROS robot during the ARTEP unless specifically exempted by the Commander, 79th Ordnance Battalion (EOD).

7. Add subparagraph 3c(2): Provide the Commander, 79th Ordnance Battalion (EOD) a written reply by endorsement (RBE) for areas indicated as P or U during the ARTEP. This RBE is due within 30 days of receipt of units written ARTEP report from the 79th Ordnance Battalion (EOD).

8. Add subparagraph 3d(3): The Senior Evaluator (SE) has overall authority for all explosive operations.

9. Add paragraph 7: Operations.

(a) Unit(s) will prioritize incidents according to the local commander's priority assessment of mission essential equipment / locations and the EOD commander's EOD Annex to the maneuver commander's OPORD.

(b) COMSEC equipped communication equipment will be used to the maximum extent possible.

(c) A daily Commander and 1SG briefing will be conducted at a time and location briefed by the SE. Daily briefings for supported organizations will be detailed in the published OPORD annexes. All reports will be submitted IAW published OPORDs, Field Standard Operating Procedures (FSOP) or local Standard Operating Procedures (SOP). Incident reports and daily journal will be completed and turned in at the daily S-3 briefing.

(d) Units will police the immediate area prior to departure from an incident site or bivouac site.

10. Add paragraph 8: Safety. Safety is a command concern. The senior person present will ensure all personnel adhere to

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applicable safety requirements. All personnel regardless of rank or position are responsible for safety enforcement. Evaluators will immediately stop operations to prevent an actual safety violation.

(a) Vehicle Safety.

(1) Personnel will not wear a protective mask while driving a vehicle. Masks will be donned on arrival at the work/incident site and removed prior to departure from the site.

(2) Posted speed limits will be observed and adhered to while operating military vehicles.

(3) Only personnel licensed to operate specific equipment will be allowed to do so.

(4) All personnel riding in or operating a military vehicle will wear seatbelts.

(5) Blackout drive (BO) lights will be used during the hours of darkness or when directed by the SE. Vehicles operating under BO conditions in the vicinity of troop concentrations / CP areas will be guided by dismounted ground personnel. Headlights (white light) will be used on all public access roads, crossing over levees/bridges and in emergency conditions. Units will receive briefings on additional BO areas/requirements.

(6) Dismounted ground personnel will guide all vehicles when backing. Drivers will sound the vehicle horn prior to backing if tactical situation permits.

(7) Drivers will reduce vehicle speeds during inclement weather conditions consistent with road conditions.

(8) During convoy operations to and from home installations, drivers will be afforded eight hours rest for each ten hours of driving within a 24 hour period. Unit commanders and 1SG will ensure that driving periods are equally distributed between all personnel with military driver's licenses.

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(9) Unit commanders and 1SG will ensure that personnel do not stand in moving vehicles; ride on unstable loads; overload vehicles and not allow mechanically unsafe vehicles to be operated.

b. Bivouac Area Safety.

(1) Personnel will not sleep in, on, under or next to vehicles.

(2) All communications and electrical systems will be properly installed, grounded and marked for safety purposes, regardless of tactical situation.

(3) Vehicle speed limit within the bivouac area is 5 MPH and less during the hours of darkness. Ground guides will be used when vehicles are moving within the bivouac area at all times.

(4) Generators will have a fire extinguisher located on site. During PMCS / refueling, generators will be shut down. Hot refuels are not safe nor are they authorized during ARTEP operations.

(5) Tent entrances, power cables, support wires, etc., will be marked with white engineer tape for safety purposes.

(6) POL storage areas will be properly marked and have a fire extinguisher capable of servicing the area immediately available. The POL storage area will be segregated from the bivouac and operations area.

c. Explosives Safety.

(1) Consider all Class V material encountered during the ARTEP as live ordnance.

(2) The evaluator present is the Range Safety Officer/NCO. Do not initiate any high/low explosive operations without prior coordination with the evaluator. All Department of the Army, 52d Ordnance Group (EOD), 79th Ordnance Battalion

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(EOD) and Range Control directives will be complied with during explosives operations.

(3) Do not place Class V booby trap simulators / devices in your perimeter defense; use an M16A2 rifle without a blank adapter; fire an M16A2 directly at an individual standing, crouching, kneeling or lying down within 25 meters; use pyrotechnic simulators within the CP area. At no time will individuals throw simulators within 25 meters of other personnel.

(4) Units will adhere to published regulations and directives for storage, handling, transportation and accountability for all Class V materials. Demolition materials will be secured in field safes in the unit CP area. Blasting caps and high explosives will be stored in separate safes.

(5) EOD demolition operations may be curtailed or halted during periods of high static build up, i.e. thunderstorms, snowstorms or sandstorms. The senior person on site is responsible for this decision.

(6) Simulators will not be used in conjunction with smoke operations except in controlled situations by the SE or his / her designated representative.

(7) All live ammunition or materials transported to the ARTEP by the evaluated unit will be reported to the SE upon arrival at the ARTEP location.

d. Personnel Safety.

(1) Personnel that are simulated as captured, injured or killed will not be treated roughly or demeaned.

2) Search of captured personnel by a member of the opposite gender is prohibited. Items found on captured personnel will be processed as enemy equipment and handled in accordance with applicable directives.

(3) Poisonous snakes, spiders, scorpions, fire ants and other insects are abundant year round. Watch where you

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step, sleep, place your hands and sit. Shake out your clothing prior to donning.

(4) Heat Injuries:

(a) Inclement weather precautions are command responsibilities. Commanders and 1SG will monitor personnel on a routine basis. When an evaluator must intervene for the sake of safety, the situation has generally progressed to far.

(b) During hot weather conditions, the following precautions will be taken:

(1) Frequent breaks will be taken to prevent heat exhaustion.

(2) Uniform clothing will be loosened to prevent heat injuries. Wet bulb temperatures (WBGT) index readings will be monitored to set the pace for physical activities.

(3) Liquids will be readily available for all personnel during operations.

(4) Personnel engaged in chemical or nuclear operations will be monitored by the senior person on the team as a minimum of every 30 minutes when engaged in heavy physical activity. Personnel not engaged in heavy physical activity will be checked hourly. These checks include CP personnel. Results of these checks will be annotated in the unit log.

(c) During cold weather conditions, the following precautions will be taken:

(1) Individuals will wear clean, dry clothing to help reduce wind chill injuries.

(2) Liquids, preferably hot, will be readily available for all personnel.

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(3) Units will bring adequate numbers of heaters for sleep and CP tents. Fireguards will be posted when heaters are in use.

(4) All personnel will have, as appropriate, mask inserts, extra eyeglasses, hearing protection, ID tags, M16 blank adapter and adequate cold weather clothing.

11. Add paragraph 9. Security. Security of classified documents, materials and equipment is of paramount importance. During the ARTEP, units will observe the following precautions:

a. Classified documents, weapons, and class v will be secured in the transient billets or motel during movement to and from the home installation. Unit personnel will provide required security during these layovers. During rest stops, refueling stops and unscheduled halts, vehicle(s) containing classified documents, weapons and class v will be under constant surveillance by unit personnel. Personnel will be in a position to deter non-unit personnel from gaining access to these materials. Observation from inside a building does not meet this requirement.

b. Combinations to field safes and keys will be maintained and secured IAW AR 380-5.

c. Bivouac areas are not considered as secure locations. All security precautions will be taken to protect classified documents, weapons, classified EOD operations and Class V materials. SOIs issued for use during the ARTEP are not suitable nor authorized to encoded actual classified material.

d. All units will conduct a daily weapons and explosives inventory. This inventory will be turned in to the SE at the daily Commander / 1SG brief.

e. All reports, correspondence, materials generated or recovered will be properly marked IAW AR 380-5. Add "FOR TRAINING ONLY OTHERWISE UNCLASSIFIED" where required.

12. Add paragraph 10: Medical. The SE or Senior Enlisted Evaluator (SEE) on duty will be contacted in the clear on

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established radio frequencies for all injuries and medical emergencies.

a. Emergencies. MEDEVAC support will be requested through support channels received during the unit in briefing. Information required will be as directed by local policy and the operational SOI.

b. Non-emergency. Situations requiring medical treatment will be referred to the supporting Troop Medical Clinic (TMC) for treatment. Sick Call hours will be announced during the unit in brief. It is the unit's responsibility to transport individuals requiring non-emergency medical treatment to and from the TMC.

13. Add paragraph 11: Field Sanitation. Procedures specified in this paragraph are only applicable to those operations located in a field environment without permanent sanitation, water or mess facilities.

a. A chemical latrine will be located near the ARTEP site. Unit personnel will not dig latrine facilities.

b. Hand washing facilities will be established in the immediate vicinity of the latrine facility.

c. Unit personnel will only consume potable water obtained from an approved source.

d. Units will provide all field sanitation supplies normally required for a field deployment in sufficient quantities for all assigned personnel.

e. Trash will be collected and disposed of daily. The training area will be left in a high state of police. All holes, trenches and sumps dug will be filled in. Sand bags will be emptied and the sand bags disposed of with the trash.

14. Add paragraph 12. Supply.

a. Class I. Units undergoing an ARTEP will consume up to two hot meals per day. Meals Ready to Eat (MRE) will be

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consumed for the remaining meals. Written notification is required NLT 40 days prior to the ARTEP indicating the number of meals, by type desired (i.e., 20 Breakfast (Hot), 15 Lunch (MRE) 20 Dinner (Hot)). Units unable to obtain MREs at their home installation, must coordinate with the 79th Ordnance Battalion (EOD) Supply Sergeant for support. Class I support will be briefed during the unit in brief.

b. Class II. Units will bring five days of expendable and general supplies to the ARTEP. There will be no provisions for resupply during the ARTEP.

c. Class III. Government issued credit cards will be used for fuel purchases to and from home station for unit vehicles. Location(s) of Class III support during the ARTEP will be briefed during the unit in brief.

d. Class IV. Units will coordinate Class IV support requirements for ARTEP support. Class IV is not readily available through the 79th Ordnance Battalion (EOD).

e. Class V. Units will bring 25 each electric impulse cartridges, 10 each Caliber .50 ball cartridges, sufficient smoke grenades and caliber 5.56 mm ammunition (blank) for defensive operations. All other Class V support requirements will be supplied by the 79th Ordnance Battalion (EOD) upon prior coordination.

f. Class VI.

(1) No Class VI (Alcohol) will be consumed during the ARTEP.

(2) Locations of Post Exchanges, Shoppettes and hours of operation will be announced during the unit In Brief.

(3) Laundry service will not, as a rule, be available during the ARTEP. Commanders will ensure personnel have sufficient clothing to last the entire ARTEP period, to include travel to and from home station.

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(4) Some ARTEP locations have shower facilities available. Availability will be announced during the unit in brief. Units will bring necessary materials to provide a shower facility for personnel in the event a facility is not available on the support installation.

(5) Postal and financial support will not be provided during the ARTEP.

g. Class IX. Units will provide a vehicle and equipment density listing for maintenance support to the 79th Ordnance Battalion (EOD) NLT 30 days prior to departure from home station for coordination with hosting installation.

15. Add paragraph 13. Simulations. The following simulations are standardized for ARTEPs administered by the 79th Ordnance Battalion (EOD):

- a. Training M18/M256 kits for war reserve kits.
- b. Training TAP / MOPP ensembles for war reserve.
- c. Training NAAK (chemical antidote injectors) for war reserve.
- d. White coveralls for chemical protective impregnated underwear.
- e. dry dirt / sand in lieu of dry decontaminate material (actual quantity, bags must be marked with appropriate mixture).
- f. water in lieu of liquid decontaminate (actual quantity) [container must be labeled with correct mixture ratio and materials].
- g. plastic covers will remain in place on all radiological meter probe faces unless directed other wise.
- h. CO2 fire extinguishers in lieu of Purple K fire extinguishers (must be marked to indicate Purple K).

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i. white engineer tape to mark explosive holding area, safe holding area, antennae wires, support wires, etc., for safety.

j. masking tape in lieu of M9 chemical paper.

k. standard plastic bags in lieu of 6 mil plastic bags / sheeting.

l. spray bottles in lieu of M11 / M13 DAP decontamination apparatus (must be marked as to type of apparatus and contents).

m. sandbags are one bag for five after the first fifteen.

n. protective works are not simulated.

15. Efficient and Effective.

PATRICK J. KELLY
LTC, OD
Commanding

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